

**MINUTES OF THE MEETING OF
THE BOROUGH COUNCIL OF WELLINGBOROUGH
HELD AT SWANSPool HOUSE, WELLINGBOROUGH
ON TUESDAY 11 APRIL 2017**

Present: The Mayor, Councillor M Waters and Councillors Abram, Anslow, Aslam, Bell, Bone, Carr, Ekins, Emerson, Francis, Gough, Graves, Griffiths, Hallam, Harrington, Henley, G Lawman, L Lawman, Lloyd, Maguire, Morrall, Partridge-Underwood, Patel, Scarborough, Simmons, Skittrall, Stevenson, Walia, Ward, V Waters and York.

Officers present: Mrs L Elliott, (Interim Managing Director), Mrs B Gamble, and Miss J Thomas (Interim Directors) Miss S Lyons, (Solicitor/Monitoring Officer, District Law), Mr G Betts, (Mayor's Sergeant), Miss S Gibson, (Mayor's Deputy Sergeant) and Mrs C A Mundy, (Democratic Services Officer).

Mrs S Knowles (Principal Finance Manager), Miss K Denton, (Principal Corporate Support Manager) and Miss L Houlihan (Electoral Services Officer) also attended the meeting.

The mayor welcomed his guests for the evening, who were from the Wellingborough Carnival Court.

1. APOLOGIES FOR ABSENCE

RESOLVED to note that apologies for absence were received from Councillors Allebone, Bailey, Beirne, Scanlon and Watts.

2. DECLARATIONS OF INTEREST

RESOLVED to note that in accordance with the Localism Act 2011, the council's code of conduct and the council's constitution, the following declarations were made.

Name of councillor	Item	Interest
G Lawman	Partnerships and Performance Committee 20/3/17 – Minute 4	Personal - is a director of Shire Community Services
L Lawman	Resources Committee 15/3/17 – Minute 11	Other - has been in correspondence with someone affected by the Hind Hotel business.
Scarborough	Resources Committee 15/3/2017 – Minute 8	DPI - wife is financial services consultant to various building societies.

3. RETIREMENT AWARD MISS CAROL JONES

The mayor congratulated Miss Jones on her retirement after 32 years' and two months continuous local government service and wished her well for the future.

Miss Jones was presented with her retirement certificate and gift of Bedford BID vouchers, and her partner was also presented with a gift.

RESOLVED that the retirement award for Miss Carol Jones be noted.

4. MINUTES OF THE COUNCIL MEETING OF 23 FEBRUARY 2017

The minutes of the council meeting held on 23 February 2017 were received.

RESOLVED that the minutes of the council meeting held on 23 February 2017 be confirmed and signed.

5. QUESTIONS/PETITIONS/REQUESTS TO ADDRESS THE MEETING

RESOLVED to note that no requests to speak had been received.

6. MINUTES TO NOTE

The minutes of the following meetings were received to note:

Planning Committee	8 February 2017
Planning Committee	8 March 2017
Licensing Sub-Committee	6 March 2017

RESOLVED that the minutes of the above meetings be noted.

7. DEVELOPMENT COMMITTEE – 13 MARCH 2017

The minutes of the development committee of 13 March 2017 were received.

Reference was made to minute 7, Hind Hotel enforcement notice update, and the recommendation that the cost of an urgent works notice to be covered by capital reserves. This item was referred to the resources committee of 15 March 2017 who had recommended the proposal to council.

RESOLVED that:

- (i) approval be given to the cost of an urgent works notice, to be covered by capital reserves not exceeding £100,000, being allocated toward the cost of such a notice on the Hind Hotel;
- (ii) the minutes of the development committee of 13 March 2017 be adopted.

8. RESOURCES COMMITTEE – 15 MARCH 2017

The minutes of the resources committee of 15 March 2017 were received.

Reference was made to minute 6 - Capital Strategy for the medium term; minute 7 - Reserves Policy; minute 8 - Prudential indicators and treasury management strategy; minute 9 - The efficiency plan and key projects update; and minute 10 - Improving and monitoring planning performance; and the recommendations contained therein which were approved.

RESOLVED that:

- (i) the capital strategy be approved;
- (ii) the method of prioritising the community capital schemes be approved;
- (iii) the current reserves position be noted;
- (iv) the Reserves Policy be approved;
- (v) the Treasury Management Statement be approved;
- (vi) the Prudential and Treasury Indicators be approved;
- (vii) the Annual Investment Strategy be approved;
- (viii) approval be given to the new key projects along with agreement, in principle, to their funding from capital resources;
- (ix) the revised targets for determining planning applications be adopted and the constitution updated accordingly;
- (x) the minutes of the resources committee of 15 March 2017 be adopted.

9. REPORT OF THE PARTNERSHIPS AND PERFORMANCE COMMITTEE OF 20 MARCH 2017

The minutes of the partnership and performance committee of 20 March 2017 were received.

Reference was made to minute 4 – Shire Community Services and minute 6 – Sports and Leisure Performance and the recommendations therein which were approved.

RESOLVED that:

- (i) A letter be written to Kettering Borough Council to support Shire Community Services in their quest for funding for services they provide to the residents of Kettering;
- (ii) the next edition of The Link should include reference to the leisure centres within the borough;
- (iii) the minutes of the partnerships and performance committee be adopted.

10. REPORT OF THE AUDIT COMMITTEE OF 21 MARCH 2017

The minutes of the audit committee of 21 March 2017 were received.

Councillor Henley referred to minute 6 – Certification of claims and returns – Annual Report 2015-16 and extended praise to the council officers for achieving an unqualified opinion from the auditors KMPG for the third consecutive year. The council was one of a few across the country who had received this accolade and he and his fellow councillors asked that a letter of congratulations and thanks be sent to all those involved.

The vice-chairman thanked Councillor Henley for his comment and agreed that the officers had exceeded expectations in ensuring that an unqualified opinion was achieved once again. He also extended his thanks to them.

The Interim Managing Director thanked the councillors and confirmed that she would pass on members' appreciation to her team.

RESOLVED that the minutes of the audit committee of 21 March 2017 be adopted.

11. REPORT OF THE ADDITIONAL SERVICES COMMITTEE OF 14 MARCH 2017

The minutes of the additional services committee of 14 March 2017 were received.

Councillor Scarborough addressed the meeting in relation to minute 3 - waste collection. He expressed particular concern over recommendation one that the 240ltr residual waste collection bins (black bins) be replaced with 180ltr bins for fortnightly collection. He considered that this would disadvantage a number of larger families and would lead to increased side-rubbish along with, potentially, more fly-tipping. He considered that there would need to be an extensive training programme to communicate the change, but did not consider that this would encourage the public to increase recycling sufficiently to warrant the changes to the bin size. He was also concerned about the costings of the replacement bins, estimated to be in the region of £840,000 balanced with the annual recycling credit receipts from the county council. He considered that this was a large expenditure which he estimated would take nine years to recover; this would result in the borough council achieving no savings.

Councillor Scarborough did however, extend his support to recommendations two to four contained within the report making particular reference to his support for the decision to extend the garden waste season and the future closure of the Wollaston Household Waste Recycling Centre.

He proposed an amendment as follows:

“that recommendation one be referred back to committee for further discussion”.

This was seconded by Councillor Emerson.

The chairman of the committee, Councillor G Lawman, addressed the meeting and thanked Councillor Scarborough for his comments and support. He referred to the concerns raised in regard to recommendation one and said that discussions were at an early stage with the county council. He understood the financial concerns and expressed his desire that any decision would be financially advantageous for the borough council as well as the county council. He also explained that the resources committee would receive a report on any financial implications before a final decision was made.

Councillor Scarborough thanked the chairman for the assurance that a report would be presented to resources committee and informed council that, with such assurance, he wished to withdraw his request for a referral back to committee.

RESOLVED that:

- (i) approval be given to the 240ltr residual waste collection bins (black bins) being replaced with 180ltr bins for fortnightly collection either:
 - (a) as a phased rollout by the council for all new and replacement bins once the current stock is exhausted or;
 - (b) as an accelerated replacement program and roll out for all residual bins, if a funding arrangement with the waste disposal authority could be agreed;
- (ii) The investment opportunity, as proposed in the garden waste recycling site project, be considered, subject to a suitable business case and evidence of value for money; and to receive further reports to services committee and resources committee as appropriate;
- (iii) the Wollaston Household Waste Recycling Centre be closed, in line with the timetable provided by Wellingborough Norse Ltd; with the cost being found from reserves;
- (iv) Resources Committee be requested to give approval to the garden waste season being permanently extended to a nine month period with the season ending in November each year at a cost of an extra £30,000 per annum and that there be no charge for this service to residents at this time;
- (v) the Interim Managing Director, be delegated, in consultation with the chairman and vice-chairman of services committee and the leader of the council, to respond to the proposed housing regulations, on behalf of the council, once put forward by the Secretary of State.

12. SENIOR MANAGEMENT STRUCTURE

The annexed circulated report of the leader of the council was received in relation to the senior management structure.

The report detailed the new structure for the senior management team, deleting the role of chief executive and moving to a head of paid service model. Also appended to the report was a job description and person specification for each director position, a structure chart for the authority; and an exempt appendix detailing salary benchmarking along with recommended

salaries and statutory role allowances. It was noted that Julie Thomas would be appointed as the monitoring officer following a period of training in the role.

The leader presented the report and put the proposal to council; thanking all those involved in bringing the report forward - including the advice he had received from the Local Government Association, East Midlands Councils, the monitoring officer and the principal corporate support manager.

Councillor Scarborough seconded the proposal and offered the full support of the labour councillors to the senior management team.

On being put to the vote the proposal was declared carried unanimously.

RESOLVED that:

- (i) The senior management structure be approved;
- (ii) Elizabeth Elliott be appointed as managing director and head of paid service (in addition to her existing role as section 151 officer) pursuant to section 4 of the Local Government and Housing Act 1989, with effect from 12 April 2017;
- (iii) Bridget Gamble and Julie Thomas be appointed as directors, with effect from 12 April 2017;
- (iv) Bridget Gamble be appointed as the council's returning officer pursuant to section 35 and electoral registration officer pursuant to section 8 of the Representation of People Act 1983;
- (v) The terms and conditions of appointment be agreed along with the salaries for the new senior management posts as follows:
 - (a) Incremental scale points:
 - £73,000
 - £73,750
 - £74,500
 - £75,250
 - £76,000
 - (b) Additional statutory role allowances:
 - Section 151 officer £4,000 per annum;
 - Monitoring officer £4,000 per annum (commencing on the appointment of Julie Thomas as monitoring officer);
 - Head of paid service/managing director/proper officer - £12,000 per annum.

13. CORRESPONDENCE, COMMUNICATIONS AND OTHER BUSINESS BROUGHT FORWARD BY THE DIRECTION OF THE MAYOR OR THE CHAIRMAN OF THE MEETING

The mayor had no correspondence and closed the meeting.

Mayor

The meeting closed at 7.40pm

**MINUTES OF THE ANNUAL MEETING OF THE
BOROUGH COUNCIL OF WELLINGBOROUGH
HELD AT SWANSPOOL HOUSE, WELLINGBOROUGH
ON TUESDAY 23 MAY 2017**

Present: The Mayor, Councillor M Waters, and Councillors Abram, Allebone, Aslam, Bell, Bone, Carr, Ekins, Emerson, Francis, Gough, Graves, Griffiths, Hallam, Harrington, Henley, G Lawman, L Lawman, Lloyd, Morrall, Partridge-Underwood, Patel, Scanlon, Scarborough, Simmons, Stevenson, Walia, Ward, V Waters, Watts and York.

Officers present: Mrs L Elliott, (Managing Director), Miss S Lyons, (Solicitor/Monitoring Officer, District Law), Mrs B Gamble and Miss J Thomas, (Directors), Miss K Denton, (Principal Corporate Support Manager), Miss S Kennedy, (Communications Assistant), Mrs E Robinson, (Democratic Services Assistant), Mr G Betts, (Mayor's Sergeant), Mrs F Hubbard and Mrs C A Mundy, (Democratic Services Officers).

(Prayers were said before the commencement of the meeting. A minutes silence was held in memory of those who had lost their lives and for those injured in the attack in Manchester on 22 May 2017.)

1. APOLOGIES FOR ABSENCE

RESOLVED to note that apologies for absence were received from Councillors Anslow, Bailey, Beirne, Maguire and Skittrall.

2. DECLARATIONS OF INTEREST

RESOLVED to note that there were no declarations made by councillors.

3. ELECTION OF THE MAYOR FOR THE MUNICIPAL YEAR 2017-18 AND APPOINTMENT OF HIS MAYORESS AND CHAPLAIN

Nominations were invited for the election of the mayor of the borough of Wellingborough for the municipal year 2017-18.

It was moved by Councillor Partridge-Underwood and seconded by Councillor Scarborough and **RESOLVED** that Councillor Paul Anthony Bell be elected to the office of the mayor of the borough of Wellingborough for the municipal year 2017-18.

Councillor Bell made his declaration of acceptance of office, was invested with the insignia of office, and took his seat as mayor.

The mayor appointed his wife, Mrs Carol Anna Bell, as his mayoress, and invested her with her chain of office.

The mayor also announced that he had appointed Duncan Wright, as his chaplain and informed the meeting that his civic service would be held at 3pm on Sunday 25 June 2017 at Mill Road Baptist Church, Wellingborough.

The mayor then welcomed his family, friends, distinguished guests, honorary freeman, and fellow councillors to the annual meeting of the council. He presented his inaugural speech as mayor, announcing that his two charities for the year were the Links Day Centre and the Gateway Club. He and the mayoress were looking forward to meeting many interesting people within the community in the coming year.

4. VOTE OF THANKS AND PRESENTATION OF PAST MAYOR AND MAYORESS BADGES

It was moved by Councillor Griffiths, seconded by Councillor Scarborough and **RESOLVED** that the council record its thanks and appreciation to the immediate past mayor, Councillor M Waters, for the service he had given to the council, and to the borough, during his year of office.

The mayor presented badges to the immediate past mayor and mayoress to commemorate their term of office in 2016-17.

Councillor Waters responded to the vote of thanks. He and his mayoress had thoroughly enjoyed his mayoral year, and had carried out many visits in the community along with hosting a number of events to raise money, which would be distributed between his charities. He also thanked his secretary, officers, fellow members and the mayoress for their support during the year.

5. ELECTION OF THE DEPUTY MAYOR FOR THE MUNICIPAL YEAR 2017-18 AND APPOINTMENT OF HIS DEPUTY MAYORESS

Nominations were invited for the election of the deputy mayor for the municipal year 2017-18.

It was moved by Councillor Griffiths, seconded by Councillor Scarborough and **RESOLVED** that Councillor Malcolm Waters be appointed to the office of the deputy mayor of the borough of Wellingborough, for the municipal year 2017-18.

The deputy mayor made his declaration of acceptance office and was invested with the insignia of office by the retiring deputy mayor, Councillor Graves.

The mayor announced that the deputy mayor had appointed his wife Councillor Veronica Jane Waters to be his deputy mayoress. The retiring deputy mayoress, Mrs Graves, invested the deputy mayoress with her chain of office.

6. REPORT OF THE MANAGING DIRECTOR ON COMMITTEE ARRANGEMENTS, SEAT ALLOCATIONS AND APPOINTMENTS FOR THE MUNICIPAL YEAR 2017-18; APPROVAL OF THE CALENDAR OF MEETINGS AND TO AUTHORISE THE USE OF THE COMMON SEAL.

The report of the managing director was received in relation to the committee seat allocations, appointments to committees, appointment of lead advisers, the appointment of representatives on outside organisations, the calendar of meetings from June 2017 to June 2019 and the use of the common seal; along with a request to note the appointment of the leader and deputy leader and the leader and deputy leader of the opposition.

Councillor Griffiths presented the report, making particular reference to 5.3 and the lead adviser roles. He informed the meeting that he had amalgamated the role of lead adviser for Older People and lead adviser for Healthier Communities to form a new role of lead adviser Wellbeing, he had also created an additional appointment of a lead adviser for Tourism and River Nene Special Protection Area. There would be a further review of lead advisers later on in the municipal year and a new steering group for the prison would be established. He also asked that a change to the membership of the Waendel Walk Weekend Steering Group be noted, in that Councillor V Waters would be replaced by Councillor York.

He moved the report which was seconded by Councillor Scarborough and on being put to the vote this was agreed and declared carried.

RESOLVED to:

- (i) approve the committee arrangements, seat allocations and appointments for the municipal year 2017-18 as detailed in appendices A to E
- (ii) approve the calendar of council and committee meetings for the municipal years 2017-2018 and 2018-2019 as detailed in appendix F;
- (iii) authorise the use of the common seal of the Borough Council of Wellingborough for the sealing of documents to give effect to any of the business of the proceedings of the council for the municipal year 2017-18;
- (iv) note the appointment of Councillor Martin James Griffiths as leader of the council and Councillor Stephen Thomas Partridge-Underwood as deputy leader of the council for the municipal year 2017-18;
- (v) note the appointment of Councillor Andrew Michael Julian Scarborough as leader of the opposition and Council Brian Emerson as deputy leader of the opposition for the municipal year 2017-18;

7. CORRESPONDENCE, COMMUNICATION AND OTHER BUSINESS BROUGHT FORWARD BY THE DIRECTION OF THE MAYOR OR THE CHAIRMAN OF THE MEETING

RESOLVED to note that there being no correspondence, communication or other business to consider, the Mayor closed the meeting and invited his guests to join him at The Tithe Barn for a reception.

Mayor

The meeting closed at 7.55pm.

